



Seed Library Policy

The Seed Library of Kent Free Library will encourage the tradition of seed saving, nurture locally-adapted plant varieties, and foster a community culture of sharing. The Seed Library will focus on the following two activities:

1. Establishing, growing, and curating a depository of seeds available to all Portage Library Consortium card holders at no cost.
2. Providing information, instruction, and education about sustainable gardening.

Donation of Seeds

Kent Free Library accepts donations of vegetable, herb, and flower seeds from commercial seed companies, seed banks, individuals, and other local, partner organizations with a shared interest in seed collection. Donated seeds must be from open-pollinated, non-genetically modified, non-hybrid and/or heirloom plants that are not listed as invasive species by the Ohio Department of Natural Resources. Kent Free Library reserves the right to refuse or to dispose of donated seeds that do not meet these criteria.

Donated seeds must include the following information prior to acceptance by the library: Common name, variety, location of harvest, year of harvest, seed saving technique (dry, wet, fermentation), and any notes pertinent to the seeds. Donations may be made at the library's Information Desk.

Organization of Seeds

Donated seeds will be sorted, packaged and labeled by library staff or library partners volunteering to assist with the seed library project. Each seed packet label will include information about type of seed, growing information, level of difficulty to grow and level of difficulty to save seeds. Seeds will be kept at the library in a shelving location designated by the library. A seed inventory will be maintained at the Information Desk. Seeds may also be cataloged in the library's online database.

Borrowing Seeds

Portage Library Consortium card holders may check out up to ten (10) seed packets per year, including no more than two (2) packets of any one variety. This limit is subject to change as the seed library expands. Card holders may check out seeds by completing the appropriate form at the Information Desk. Check Out forms will be treated with the same confidentiality as other library records. No personal information will be shared and records will be retained only as long as administratively necessary.

Returning Seeds

Card holders are encouraged to return at least twice the amount of seeds they originally borrowed. Seeds should be saved according to best practices, as explained in seed saving workshops offered by the library or by partnering organizations. Alternately, the library can recommend seed saving books or literature. Seeds should not be returned to the library unless the grower knows how to properly save them. Returned seeds should be dry and labeled clearly with information specified above in the *Donation of Seeds* section.

Disposal of Seeds

Seed packets may be disposed of as necessary due to age, exposure, contamination, report of problems, etc. Kent Free Library reserves the right to cease borrowing of any variety of seed at any time. Kent Free Library reserves the right to cease existence of the Seed Library at any time due to the needs of the library.

Approved by the Board of Trustees: July 30th, 2015